



# System Automation Initiative (SAI) - Capacity Building



Office of the Comptroller and Auditor General of  
India

◆ Training Calendar
Sushovan Chatterjee : TRG Institute Admin

All Training Institutes  
RCB&KI, KOLKATA  
KNOWLEDGE AND CAPACITY BUILDING WING HQRS.  
INTERNATIONAL CENTRE FOR LOCAL GOVERNANCE AUDIT

*\*Click on a Training Institute to view its Training programmes. For multiple selection, use ctrl key.*

Course Type 
 Event Type 
 Knowledge Centre Topic

Category 
 Sub Category 
 Location



SNo	Training Institute	Course Code	Course Type	Subject	Name of Training	Classroom / Online	Start date	End date	Entry Behaviour	Slots Alloted	Max Capacity
1	RCB&KI, KOLKATA	2209002024201	IT	Others-IT	e-Office	C	02-04-2024	02-04-2024	Basic Knowledge of using Computer	14	15
2	RCB&KI, KOLKATA	2209002024202	IT	Others-IT	OIOS	C	09-04-2024	10-04-2024	Availability of OIOS account	16	16
3	RCB&KI, KOLKATA	2209002024102	General	Govern ment Ac counts	Natural Resource Accounting	C	15-04-2024	16-04-2024	Nil	20	20

4	RCB&KI, KOLKATA	2209002024103	General	Induction Training	Induction Training for the Divisional Accountant	C	15-04-2024	27-04-2024	Newly recruited Divisional Accountant	31	40
5	RCB&KI, KOLKATA	2209002024203	IT	Others-IT	OIOS	C	17-04-2024	18-04-2024	Availability of OIOS account	15	15
6	RCB&KI, KOLKATA	2209002024205	IT	MS-Excel	MS Excel Basic	C	22-04-2024	24-04-2024	Basic knowledge of using computer	12	15
7	RCB&KI, KOLKATA	2209002024104	General	Commercial Audit	Commercial Auditing including Companies Act	C	22-04-2024	25-04-2024	Participants should be associated with the audit of organisations where Companies Act applicable	23	25
8	RCB&KI, KOLKATA	2209002024229	IT	Tally ERP	Tally Auditor Edition	C	23-04-2024	26-04-2024	Auditor onwards	21	21
9	RCB&KI, KOLKATA	2209002024105	General	Panchayati Raj	All India Workshop on "Technical Guidance and Support Practice Guide" (issued by LB Wing)	C	24-04-2024	25-04-2024	Level 9 and above involved with the Audit of PRIs	30	30
10	RCB&KI, KOLKATA	2209002024106	General	Finance and Appropriation Accounts	Finance and Appropriation Accounts including Preparation of Notes to Accounts, SFAR, Transfer Entries and Audit of Vouchers & Sanctions (For State Government Account)	C	29-04-2024	02-05-2024	Officials associated with the preparation and certification of State Finance Accounts	27	30

11	RCB&KI, KOLKATA	2209002024204	IT	Others-I T	e-Office	C	30-0 4-20 24	30- 04- 2024	Basic Knowledge of using computer	13	18
12	RCB&KI, KOLKATA	2209002024206	IT	Others-I T	e-Office	C	03-0 5-20 24	03- 05- 2024	Basic knowledge of using computer	13	15
13	RCB&KI, KOLKATA	2209002024110	General	Account s of Aut onomou s Bodie s	Audit and Accounts of Autonomous Bodies	C	07-0 5-20 24	10- 05- 2024	Participants engaged in doing audit of ABs	19	25
14	RCB&KI, KOLKATA	2209002024207	IT	Others-I T	OIOS	C	08-0 5-20 24	09- 05- 2024	Availability of OIOS account	13	15
15	RCB&KI, KOLKATA	2209002024136	General	Comme rcial Au dit	Commercial Audit	C	13-0 5-20 24	17- 05- 2024	Basic knowledge of accountancy	35	35
16	RCB&KI, KOLKATA	2209002024208	IT	Data An alytics	Data Analytics	C	13-0 5-20 24	17- 05- 2024	Auditor onwards, basic knowledge and concept of RDBMS	18	16
17	RCB&KI, KOLKATA	2209002024109	General	Financi al Attest Audit	Financial Attest Audit	C	14-0 5-20 24	17- 05- 2024	Participants engaged in Financial Attest Audit	19	25
18	RCB&KI, KOLKATA	2209002024107	General	MCTP Level 3	MCTP Level- 3 (1st batch)	C	05-0 6-20 24	12- 06- 2024	Sr.AOs and AAOs with combined service of 12 years and more	24	30
19	RCB&KI, KOLKATA	2209002024211	IT	Others-I T	OIOS	C	05-0 6-20 24	06- 06- 2024	Availability of OIOS Account	14	15
20	RCB&KI, KOLKATA	2209002024108	General	Audit of Consoli dated Fi nancial Statem ents	Workshop on Audit of Consolidated Financial Statements	C	06-0 6-20 24	07- 06- 2024	Participants doing audit of holding or subsidiary companies	20	21
21	RCB&KI, KOLKATA	2209002024212	IT	IDEA	IDEA	C	10-0 6-20 24	14- 06- 2024	Auditor onwards, Basic knowledge	17	16

									and concept of RDBMS		
22	RCB&KI, KOLKATA	2209002024137	General	Audit of Pay and Accounts Office	Audit of Pay and Accounts Office	C	11-06-24	14-06-2024	Knowledge in accounting	13	30
23	RCB&KI, KOLKATA	2209002024111	General	Environment Audit	Workshop on Environment Audit along with Sustainable Development Goals	C	18-06-24	20-06-2024	Auditor onwards	10	20
24	RCB&KI, KOLKATA	2209002024209	IT	Others-IT	Income Tax Business Application of IT Department	C	19-06-24	20-06-2024	Auditor onwards	21	21
25	RCB&KI, KOLKATA	2209002024213	IT	Others-IT	e-Office	C	21-06-24	21-06-2024	Basic Knowledge of using Computer	15	15
26	RCB&KI, KOLKATA	2209002024214	IT	MS-Excel - Advanced	MS Excel Advance	C	24-06-24	28-06-2024	DEO onwards with basic knowledge of MS Excel	15	15
27	RCB&KI, KOLKATA	2209002024112	General	Noting and Drafting	Noting and Drafting	C	24-06-24	26-06-2024	Sr.Auditor onwards	20	25
28	RCB&KI, KOLKATA	2209002024113	General	Works Audit	Works audit including works accounts	C	24-06-24	26-06-2024	Sr.Auditor onwards	11	20
29	RCB&KI, KOLKATA	2209002024101	General	Finance and Appropriation Accounts	Workshop on Finance and Appropriation Accounts of Central Ministries (Online)	O	01-07-24	02-07-2024	Participants engaged in the audit of Finance and Appropriation Accounts for Central Ministries	7	20
30	RCB&KI, KOLKATA	2209002024215	IT	Data Analytics	Data Analytics	C	08-07-24	12-07-2024	Auditor onwards, Basic knowledge	15	16

									and concepts of RDBMS		
31	RCB&KI, KOLKATA	2209002024115	General	Railways audit	All India Programme on Audit of Railway Finance and Appropriation Accounts	C	08-07-24	10-07-2024	AAO onwards	16	20
32	RCB&KI, KOLKATA	2209002024114	General	MCTP Level 2	MCTP Level-2 (1st batch)	C	18-07-24	25-07-2024	AAOs with more than 7 years of service	8	30
33	RCB&KI, KOLKATA	2209002024216	IT	Oracle	Oracle DBA, PL-SQL	C	22-07-24	26-07-2024	Auditor onward, basic knowledge of DBMS	10	15
34	RCB&KI, KOLKATA	2209002024116	General	Civil Accounts	Civil Accounts including GASAB (Online)	O	29-07-24	31-07-2024	Doing works on Civil Accounts and State Audit	11	20
35	RCB&KI, KOLKATA	2209002024117	General	Others-General	All India programme on Auditing through Remote Sensing and GIS	C	05-08-24	09-08-2024	Level-9 onwards	1	25
36	RCB&KI, KOLKATA	2209002024217	IT	IT Audit	IT Audit Theory & Practical	C	05-08-24	13-08-2024	Auditor onward, Basic Knowledge and concepts of Auditing in IT	15	15
37	RCB&KI, KOLKATA	2209002024118	General	IFMS	Overview of IFMS along with VLC	C	12-08-24	13-08-2024	Nil	25	25
38	RCB&KI, KOLKATA	2209002024119	General	MCTP Level 3	MCTP Level-3 (2nd batch)	C	21-08-24	28-08-2024	Sr.AOs and AAOs with combined service of 12 years and more	10	30

39	RCB&KI, KOLKATA	2209002024218	IT	Oracle	Oracle Forms & Reports	C	28-0 8-20 24	30- 08- 2024	Accountant onwards, Basic knowledge of Oracle	10	15
40	RCB&KI, KOLKATA	2209002024120	General	Perform ance A udit	Performance Audit	C	02-0 9-20 24	05- 09- 2024	Auditor onwards	18	25
41	RCB&KI, KOLKATA	2209002024219	IT	IDEA	IDEA	C	09-0 9-20 24	13- 09- 2024	DEO onwards, Basic knowledge and concepts of RDBMS	16	16
42	RCB&KI, KOLKATA	2209002024121	General	GST	Audit of Central taxes- GST and Direct Taxes	C	09-0 9-20 24	13- 09- 2024	Auditor onwards	30	30
43	RCB&KI, KOLKATA	2209002024122	General	MCTP Level 2	MCTP Level- 2 (2nd batch)	C	18-0 9-20 24	25- 09- 2024	AAOs with service 7 years and more	5	30
44	RCB&KI, KOLKATA	2209002024220	IT	Others-I T	PFMS	C	19-0 9-20 24	20- 09- 2024	DEO onwards	21	21
45	RCB&KI, KOLKATA	2209002024210	IT	MS-Exc el - Adv anced	MS Excel Advance	C	23-0 9-20 24	27- 09- 2024	DEO onwards with basic knowledge of MS Excel	15	15
46	RCB&KI, KOLKATA	2209002024221	IT	MS-Exc el	MS Excel Basic	C	21-1 0-20 24	23- 10- 2024	DEO onwards	11	15
47	RCB&KI, KOLKATA	2209002024123	General	Adminis trative I ssues	Administrative and Establishment matters along with Office Procedure, Legal Matters and Disciplinary Proceedings	C	21-1 0-20 24	25- 10- 2024	Auditor onwards	32	32
48	RCB&KI, KOLKATA	2209002024230	IT	MS-Exc el - Adv anced	MS Excel Advanced	C	21-1 0-20 24	25- 10- 2024	Basic Knowledge in MS Excel	0	15
49	RCB&KI, KOLKATA	2209002024124	General	Compli ance A	Compliance Audit	C	04-1 1-20	08- 11-	Senior Auditor	30	30

				udit			24	2024	onwards		
50	RCB&KI, KOLKATA	2209002024125	General	Fraud & Forensics	Audit of Fraud and Forensics	C	13-1 1-20 24	14- 11- 2024	Senior Auditor onwards	6	25
51	RCB&KI, KOLKATA	2209002024222	IT	MS-Exc el - Adv anced	MS Excel Advance	C	18-1 1-20 24	22- 11- 2024	DEO onwards with basic knowledge of MS Excel	15	15
52	RCB&KI, KOLKATA	2209002024126	General	MCTP Level 3	MCTP Level- 3 (3rd batch)	C	20-1 1-20 24	27- 11- 2024	Sr.AOs and AAOs with combined service of 12 years and more	10	30
53	RCB&KI, KOLKATA	2209002024127	General	Procure ment	Procurement of Goods, Services and Works including GeM	C	02-1 2-20 24	04- 12- 2024	Auditor onwards	30	30
54	RCB&KI, KOLKATA	2209002024223	IT	Databa se conc epts an d SQL	Database concepts and SQL	C	09-1 2-20 24	13- 12- 2024	Sr. Auditor onwards	20	20
55	RCB&KI, KOLKATA	2209002024128	General	MCTP Level 2	MCTP Level- 2 (3rd batch)	C	11-1 2-20 24	18- 12- 2024	AAOs with service of 7 years and more	2	30
56	RCB&KI, KOLKATA	2209002024129	General	Audit Pl anning	Audit Planning, Audit Evidence and Audit Reporting	C	01-0 1-20 25	03- 01- 2025	Auditor onwards	25	25
57	RCB&KI, KOLKATA	2209002024130	General	Account ing stan dards	Seminar on Indian Accounting Standards	C	06-0 1-20 25	10- 01- 2025	AAOs and Sr.AOs with accounting knowledge	12	20
58	RCB&KI, KOLKATA	2209002024131	General	Inductio n / Ori entation	Orientation training for Supervisors and Promoted AAOs	C	13-0 1-20 25	21- 02- 2025	Promoted Supervisors and AAOs	0	30
59	RCB&KI, KOLKATA	2209002024132	General	Railway s audit	All India Training on Audit of	C	20-0 1-20 25	24- 01- 2025	AAOs and Sr.AOs	0	25

					Railway Stores						
60	RCB&KI, KOLKATA	2209002024224	IT	IDEA	IDEA	C	20-01-2025	24-01-2025	Auditor onwards, basic knowledge and concepts of RDBMS	16	16
61	RCB&KI, KOLKATA	2209002024133	General	Others-General	All India programme on Auditing through Remote Sensing and GIS	C	10-02-2025	14-02-2025	Level 9 and above	0	25
62	RCB&KI, KOLKATA	2209002024225	IT	Data Analytics	Data Analytics	C	10-02-2025	14-02-2025	Auditor onwards, basic knowledge and concepts of RDBMS	15	16
63	RCB&KI, KOLKATA	2209002024226	IT	MS-Excel - Advanced	MS Excel Advance	C	24-02-2025	28-02-2025	DEO onwards with basic knowledge of MS Excel	15	15
64	RCB&KI, KOLKATA	2209002024134	General	Audit of Public Private Partnership (PPP)	Audit of Public Private Partnership	C	03-03-2025	06-03-2025	Auditor onwards	12	25
65	RCB&KI, KOLKATA	2209002024227	IT	IT Audit	IT Audit Theory & Practical	C	03-03-2025	11-03-2025	Auditor onwards, basic knowledge and concepts of Auditing and IT	15	16
66	RCB&KI, KOLKATA	2209002024135	General	Compliance Audit	All India programme on Compliance Audit	C	10-03-2025	14-03-2025	Level 9 and above	0	30
67	RCB&KI, KOLKATA	2209002024228	IT	MS-Excel - Advanced	MS Excel Advance	C	17-03-2025	21-03-2025	DEO onwards with basic knowledge of MS Excel	10	15



**Scheduled as per COTP; Newly added(not in COTP); Re-scheduled courses; Cancelled courses; Postponed (Dates yet to be decided)**